



UNITED STATES MARINE CORPS

3D BATTALION, 3D MARINES
3D MARINE DIVISION (-) (REIN)
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IN REPLY REFER TO:
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POLICY LETTER 20-11

From: Commanding Officer 3d Battalion, 3d Marines
To: Distribution List

Subj: ALCOHOL ABUSE AND ALCOHOL RELATED INCIDENT PREVENTION

Ref: (a) MCO P1700.24B W/ CH 1
(b) MARFORPACO 5355.2
(c) Base Order P5500.15B w/CH2,4,5
(d) 3d Marines Policy Ltr 6-10 (draft)
(e) MCM (2008 edition)

1. General. Alcohol abuse and alcohol related incidents serve only to undermine good order and discipline within a unit, as well as erode combat readiness. The abuse of alcohol will not be tolerated in 3d Battalion, 3d Marines.

2. Execution. Effective immediately, this policy applies to, and shall be understood, enforced and adhered by all personnel.

3. Prevention. Prevention begins with individual understanding and awareness of alcohol abuse. Sustained prevention is supported by the utilization of alternative liberty options.

a. Alcohol Abuse Awareness. Not less than one day each quarter, we will conduct an alcohol abuse awareness and prevention stand-down. At a minimum this stand-down will include:

- (1) Subject Matter Expert presentations (HPD, PMO, NCIS, SACC).
- (2) Policy offender presentations and testimonies.
- (3) Company chain of command break-out discussion groups.

(a) Alternative Liberty Options. Collateral duty appointments will be assigned for the following:

1. Single Marine Program. An officer and SNCO at the Battalion and Company levels.

2. Battalion activities and events committee. This committee will be composed of the Battalion and Company Executive Officers, with advice from MCCS. The Battalion will sponsor monthly activities in a controlled environment to promote camaraderie and esprit de corps.

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4. Deterrence.

a. Staff NCO Presence Plan. A weekly SNCO presence plan will be published and enforced by the Battalion Sergeant Major. SNCOs will be assigned by name to be present at the barracks and other high-visibility areas on base such as the Marine-Mart.

b. Liberty Risk Plan. A company-level liberty risk plan will be published and enforced by all Company Commanders. This plan will include:

(1) Weekend liberty briefs. Company Commanders will brief this plan weekly during the Battalion Command and Staff meeting.

(2) High-risk identification. Personnel who have been involved in an alcohol related incident will be placed on a liberty risk tracker maintained by the company command team solely for the purpose of identification and prevention. Commanders will exercise discretion at their level and First Sergeants will review cases with the Sergeant Major.

(3) Enforced buddy-team liberty & liberty logbook. All personnel residing in the barracks will check-in and out utilizing the duty-NCO liberty logbook and will use the liberty buddy system.

(4) Uniformed liberty attire. When determined appropriate, personnel who have been involved in an alcohol related incident will be subject to liberty in Service "C" uniform. This designation will be limited in duration and assigned by the Battalion Commander.

c. Chain of Command Presence. When an alcohol related incident occurs, the offender's entire chain of command, defined as the Marine's Battle Buddy and above, will be required to physically be present when receiving the individual(s) from authorities and during Non-Judicial Punishments.

d. Periods of no alcohol consumption. During dedicated training periods (i.e., Exercises Lava Viper, Island Viper, Enhanced Mojave Viper) all hands, regardless of whether directly participating or otherwise involved in training, will observe designated periods alcohol abstinence. Personnel on FAP and TAD will follow the authority of the temporary gaining unit.

e. Extra Military Instruction.

(1) Liberty five-paragraph orders. Policy offenders will be required to submit this order to their Company Commander prior to being released for liberty.

(2) Testimonies and Presentations. Policy offenders will be required to give testimonies about their abuse of alcohol, as well as educational presentations concerning alcohol consumption and abuse.

(3) Alcohol abuse prevention team. Members will consist of former DUI offenders, the Battalion Sergeant Major, a council of Sergeants, and the SACO.

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f. Arrive-Alive Funds. Arrive-alive funds in the amount of \$125.00 will be distributed, utilized and accounted for by each company utilizing the barracks Duty-NCO. Daily reconciliation of these funds will occur between Duty NCOs and the Company First Sergeant prior to Duty NCO turnover. Furthermore, Companies will ensure Marines have information available regarding alternate transportation to include the MCBH weekend shuttle to Waikiki.

5. Corrective Action.

a. Non-Judicial Punishment. Non-judicial punishment will be adjudicated under the Uniform Code of Military Justice. Repeated offense of this policy will result in the consideration for administrative separation for a pattern of misconduct. Public office hours will be held as a last resort for cases of significant misconduct.

b. Judicial Punishment. In cases where seriousness of the alcohol related incident warrants, the offender will be referred for legal adjudication under the UCMJ.

c. For consuming alcohol during dry periods, Commanders will consider lesser forms of punishment for minor offenses. The first form of punishment will be a negative counseling entry and assignment of extra military instruction.

6. Command. As a member of this Battalion, your conduct on and off duty should always reflect the Marine Corps Values of Honor, Courage and Commitment. I will accept nothing less. The key to maintaining our good order and discipline is through engaged leadership by our junior SNCOs and Officers. I expect all Marines and sailors of "America's Battalion" to uphold the guidance set forth in this policy letter in order to ensure the well-being of our personnel and to maintain the highest levels of combat readiness.

M. J. PALMA

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